



Queen's Park Joint Consultative Group

Date: WEDNESDAY, 21 NOVEMBER 2012

Time: 12.00pm

Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members:

Jeremy Simons (Chairman)	John Blandy, (Queen's Park Area Residents' Association)
Deputy Michael Welbank (Deputy Chairman)	Cllr James Denselow, (London Borough of Brent)
Deputy Dennis Cotgrove	Helen Durnford, (Queen's Park Area Residents' Association)
Barbara Newman	Annalisa Saba, (Islamia School)
Virginia Rounding	Paul Stratton, (Local Schools Liaison)
Cllr Mary Arnold, (London Borough of Brent)	

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Lunch will be served in the Guildhall Club at the rising of the Committee

John Barradell
Town Clerk and Chief Executive

Public Agenda

1. **APOLOGIES**
2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**
3. **MINUTES**
To agree the public minutes and summary of the meeting held on 13 June 2012 (copy attached).
For Decision
(Pages 1 - 4)
4. **SUPERINTENDENT'S UPDATE REPORT**
Report of the Superintendent of Hampstead Heath (copy attached).
For Discussion
(Pages 5 - 10)
5. **UPDATE ON TREE MANAGEMENT**
The Superintendent of Hampstead Heath to be heard.
6. **CONSERVATION MANAGEMENT PLAN UPDATE - QUEEN'S PARK**
Report of the Superintendent of Hampstead Heath (copy attached).
For Information
(Pages 11 - 14)
7. **PLAY AREA REFURBISHMENT UPDATE - QUEEN'S PARK**
Report of the Superintendent of Hampstead Heath (copy attached).
For Information
(Pages 15 - 20)
8. **QUESTIONS**
9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
10. **DATE OF NEXT MEETING**
To be held at 12 noon on 12 June 2013 in Queen's Park.

Agenda Item 3

QUEEN'S PARK JOINT CONSULTATIVE GROUP Wednesday, 13 June 2012

Minutes of the meeting of the Queen's Park Joint Consultative Group held at 103 Salusbury Road, London, NW6 6RA on Wednesday, 13 June 2012 at 11.45 am

Present

Members:

Jeremy Simons (Chairman)
Barbara Newman
Virginia Rounding
Councillor Michael Adeyeye
John Blandy
Cllr James Denselow
Helen Durnford
Annalisa Saba
Paul Stratton

Officers:

Edward Foale	- Committee & Member Services Officer, Town Clerk's Department
Esther Sumner	- Policy Officer, Town Clerk's Department
Sue Ireland	- Director of Open Spaces
Richard Gentry	- Queen's Park Manager, Open Spaces Department

1. APOLOGIES

Apologies were received from Deputy Michael Welbank and Deputy Dennis Cotgrove.

2. DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA

There were no declarations.

The Chairman thanked Dr. Peter Hardwick for his service as a Member of the Group and welcomed Virginia Rounding to her first meeting.

3. MINUTES

The public minutes of the meeting held on 9 November 2011 were approved.

MATTERS ARISING

Children's Play Area (item 4).

The Queen's Park Manager thanked the Queen's Park Area Residents' Association (QPARA) for helping to progress the replacement of play area equipment.

Beehives (item 4).

The Queen's Park Manager advised that the honey produced on site was available at the Queen's Park Café.

4. **SUPERINTENDENT'S UPDATE - QUEEN'S PARK**

A report of the Superintendent of Hampstead Heath providing an update on management and enhancement matters that had taken place in Queen's Park since the last meeting in November 2011, was considered. The Queen's Park Manager guided the Group through the report and during the discussion, the following was noted:

Sport and Recreation

- The Queen's Park Manager advised that leaflets would be produced to advertise various events, including Sunday walks, ping-pong, football and general exercise.
- The Queen's Park Farm currently received approximately 170,000 visits per annum and the Play Area received approximately 235,000 visits per annum. In response to a Member's query, the Queen's Park Manager advised that these figures were comparable to the number of visits to similar sites across London and undertook to report these figures to a future meeting.
- In response to a Member's query, the Queen's Park Manager advised that tennis coaching would continue in the winter. Furthermore, the ping pong tables currently in Queen's Park would be placed in the tennis courts over winter and continue to be available for use.
- There had recently been an outdoor film screening in the park, which unfortunately had a low turnout due to poor weather. Three further screenings were scheduled for the summer.
- In response to a Member's query, the Queen's Park Manager clarified that both primary and junior schools used the park for sports day events. There was no charge for local schools' use of the park. Requests were managed on a first-come first-served basis and it had not been necessary to reject any bookings so far.

Conservation and Heritage

- Officers were currently progressing the tender process for the Queen's Park Conservation Management Plan. An update would be provided at the next Group meeting.

Landscape Management

- Due to recent weather conditions, a Lime tree had recently fallen near the Queen's Park Café.
- In response to a Member's query, the Queen's Park Manager advised that the possibility of offering pitch and putt users a wedge instead of a 7 iron would be investigated.

Management

- In response to a Member's query, the Queen's Park Manager advised that the reduction in staff would mean the shift pattern and rota would be amended. The winter workload was low as compared with the summer. During the summer seasonal staff would be employed when necessary. The Queen's Park Manager clarified that it was not anticipated that compulsory redundancies would be necessary and he expressed that he believed all objectives would remain achievable.

Temporary Hosepipe Ban

- In response to a Member's query, the Queen's Park Manager advised that due to recent weather conditions the water tank was reasonably full, but currently remained unlikely to overflow. Members noted that the hosepipe ban was scheduled to be lifted on 14 June 2012.

Visitor and Community

- A byelaw road show would be held in the future in order to better inform park visitors and users, three events would be held over three days. In response to a Member's query, the Queen's Park Manager advised that they had not previously approached the local press regarding similar events, but they would consider doing so on this occasion.
- In response to a Member's query, the Queen's Park Manager advised that assisted cycling for young children would be permitted as long as the assisting adult was personally not cycling.

Queen's Park Café

- In response to a Member's query, the Queen's Park Manager clarified that the Hampstead Heath, Highgate Wood & Queen's Park Committee had unanimously decided not to tender the Queen's Park café lease. This was largely because surveys had indicated that visitors were generally satisfied with the services and standards of the café and concerns regarding the standard of the toilets had been resolved over the previous eighteen months. The Chairman advised that the toilets were managed by the City and were not the responsibility of the Queen's Park Café management.
- In response to concerns expressed by several Members of QPARA, the Queen's Park Manager advised that there had been a history of leaseholders regularly moving on after only a short period of time and the City was concerned the building could become unoccupied. The Chairman had read all comments listed in the online petition regarding the future of the café and believed the Superintendent of Hampstead Heath was taking measures to ensure these concerns were addressed.

Representation on the Joint Consultative Group

- The Group responded favourably to a Member's suggestion that it may be beneficial to have a representative from "One Voice Community," a local group which represented disabled people, on the Queen's Park Joint Consultative Group. The Queen's Park Manager undertook to investigate this possibility.
- The Queen's Park Manager advised that a further consultation would take place before any additional Members were invited to sit on the Queen's Park Joint Consultative Group.

RECEIVED

5. QUESTIONS

In response to a Member's query, the Queen's Park Manager advised that the play area would cost £370,000 in total, split into three building phases. The purchase of play equipment on the first phase would cost £80,000. The City had so far allocated £64,000 over two years to the project. The Group noted a donation of £10,000 from QPARA and thanked the Association for its generosity. The Director of Open Spaces advised that the City was currently managing a number of capital projects and due to the budget reductions it was currently not possible to allocate any additional funding to the Queen's Park play area.

In response to a Member's query, the Director advised that she believed the project did not fit with any current City Bridge Trust campaigns and that it consequently may be difficult to obtain a grant. In response to a Member's query, the Director advised that it may be possible to provide facilities for fundraising events in Guildhall, but a formal application would need to be raised with the Remembrancer.

In response to a Member's query, the Queen's Park Manager advised that progression to the end of phase two of the project would cost £200,000. The play area had been designed to be built in its entirety and there was a risk that, if the project finished at the end of stage one or two, the area could look unfinished. A Member suggested that the project could be broken up into smaller phases in order to make fundraising more manageable. The Queen's Park Manager undertook to submit a report on the matter to the November 2012 meeting of the Group.

6. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

7. DATE OF NEXT MEETING

Wednesday 21 November 2012 in Guildhall at 12 noon.

The meeting ended at 12.55 pm

Chairman

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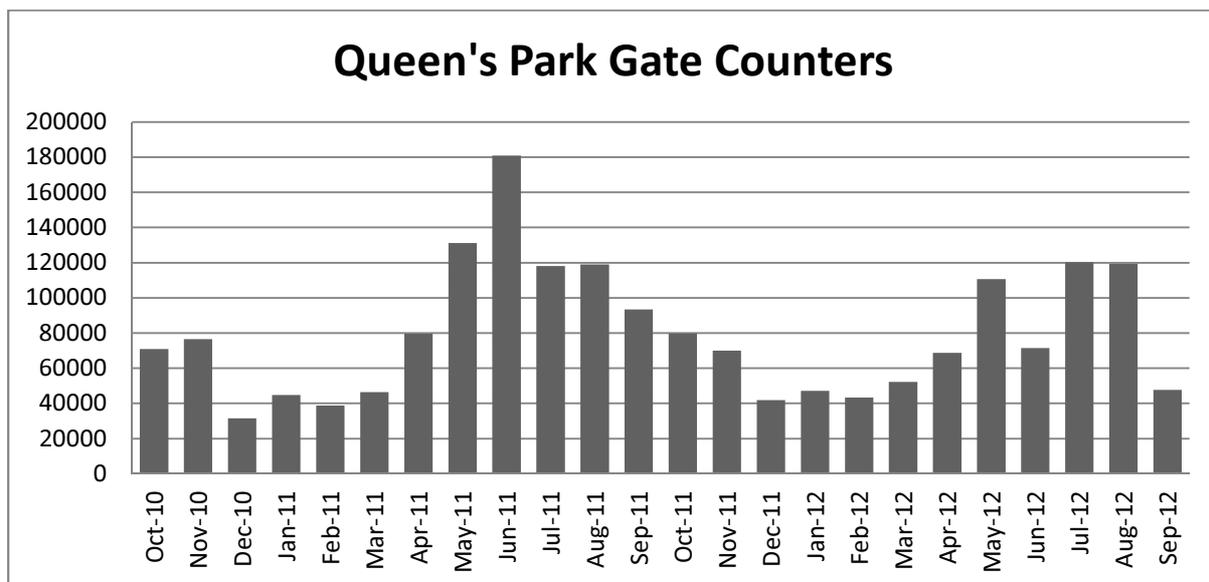
Agenda Item 4

Committee(s):	Date(s):
Queen's Park Joint Consultative Group	21 st November 2012
Subject: Superintendent's Update - Queen's Park	Public
Report of: Superintendent Hampstead Heath	For Discussion
<u>Summary</u>	
<p>This report provides an update to members of the Queen's Park Joint Consultative Group on management and operational activities in Queen's Park since the last meeting in June 2012.</p>	
Recommendations	
<p>That the views of the Queen's Park Joint Consultative Group be received.</p>	

Main Report

Background

1. Following a busy summer of events and activities in Queen's Park this report highlights the successes and provides updates on projects in the Park.
2. Between the periods October 2011 – September 2012 the park saw 872,720 visits from data captured by our gate counters. For the same period the children's farm saw 85,540, and the play area saw 197,022 visits. Below is a table which shows visits via the park entrance gates, this does not include data from the farm or children's play area



Queen's Park Gate Counter Data 1

Ecology

3. In support of the new planting scheme in the Quiet Garden, interpretation signage has been introduced to assist visitors with the identification of plants. This will be changed in the future as we continue to reduce the seasonal bedding and increase perennial planting.
4. Bees from the hives in the Quiet Garden continue to produce honey, especially after a worrying wet start to the summer season. Our resident bee keeper had honey for sale at Queen's Park Day and continues to sell honey in the café. A group of budding bee keepers were given access to the Lych Gate to carry out a training session on apiary management and a donation given to the park for the use of this facility.
5. The vegetable plot continues to be popular; Transition Towns volunteers have recorded a total of 588 hours between April and September 2012. The group will also support the planting of whips around the edge of the park where there are gaps and in the 'Phase One' of the Play Area.
6. A recent bat walk, which was led by City of London staff and a local resident, attracted 30 people.

Sport and Recreation

7. Queen's Park Rangers Football Club (QPR) held a two week soccer camp in the park, charging a minimal amount for children to come along and have a go at football. Both girls and boys were encouraged to join in. This idea has followed on from an initiative that the Local Safer Neighbourhood Team has been working on with QPR as part of a KICKS scheme at the Queen's Park Community School. Another camp will be held over the half term period in the park between 12pm and 3pm.

8. Summer Tennis Camps were run by the resident tennis coach. The camps took place over 6 week period and attracted 1,050 children. The Islamia School have also attended the park for tennis coaching with 280 pupils taking part.
9. Ten school sports days took place in July with in excess of 900 children taking part in the various activities. Keepers mark out running lanes for the schools. There were no issues with schools not being able to use the park on the preferred day. Contact is made with schools in advance by the Park Supervisor to ensure staff are prepared for any forthcoming sports events. Kensal Rise School organised a mini marathon involving 150 children.
10. Between June and September 2012 the park sold 4,700 games of golf and 4,300 games of tennis. Both facilities are popular attractions in the park which require management and resource in order to maintain them to a good standard. The park uses golf balls which are suitable to be used in a built up area, in response to a question which was raised in June, a seven iron allows for sufficient power to be used to get this type of ball down the fairway. A review of the tennis booking system will take place over the summer in consultation with users and the local community as some complaints have been received about court availability.
11. Fifteen children's entertainment events took place near the play area in August; these included Punch & Judy, Magic and Balloon Modelling. It has been suggested at a recent liaison meeting with local residents that the City of London, as managers of the park review their entertainment programme and make it more inclusive for older children.
12. After a suggestion from a member of the Residents' Association, bands at the Bandstand were booked between July and August, extending the period over the summer that we have bands available for the entertainment of the public. One band played on the Bandstand in June as part of the Open Garden & Studios event in the area.
13. The Lexi Cinema and their sister company, Where is the Nomad, had a successful season of three films in the park. The weather was perfect for the three outdoor films in August and September 2012 and attracted an average of 1,200 visitors to each showing.
14. It is proposed to hold four outdoor films events in 2013 and the views of the Committee are sought on this proposal.
15. Two events took place over the summer which were organised by Queen's Park Area Residents Association. The Open Gardens & Studios event took place in June, our gardener was on hand to offer advice and answer questions in the Quiet Garden and the local bee keeper was available to

answer queries about bee keeping. One of the highlights of the parks event calendar each year is Queen's Park Day. Again, this is organised by volunteers from the residents association. Attractions included donkey rides, birds of prey and acrobats with a plentiful supply of community stalls and refreshments. This year's event saw an estimated 15,000 visitors.

16. Other activities have included walks and yoga sessions organised by the London Borough of Brent and a Brent Partnership Day organised by the Brent Primary Care Trust.
17. The Winter Gathering event is planned to take place on the 6th December 2012, from 3.30pm until 6pm. The lights on the Christmas tree will be switched on and Santa Claus will pay a visit to the park along with other entertainment and attractions outside the café.

Conservation and Heritage

18. A consultant has now been employed and work has commenced on the Conservation Management Plan for the park, further information is provided in a separate report.

Landscape Management

19. A contractor is about to be employed to carry out works to a number of trees across the park. Work will include 27 canopy reductions of between 20% – 50%, 5 trees which require dead wooding, 1 complete removal and 1 statutory lifting of a tree. Species affected are Horse Chestnut, Ash, Lime, Plane and Acer. It is planned for this work to be completed December/January.
20. Work will be carried out to reduce the hedge around the tennis courts and remove the build up of ivy on the Lodge.
21. Other works to that will be carried out over the winter include repairs to the greens on the Pitch and Putt course and work to the lawn in the Quiet Garden.

Management

22. The City Surveyors Department has scheduled works in the park over the winter. This includes painting part of the fence line around the perimeter, replacing the flooring in the Bandstand and painting exterior woodwork of buildings in the staff yard, other works will include repairs to pathways. These works are part of the 20 year annual work programme.
23. A recent farm visit by an external vet as part of our annual inspection was positive with comments about the introduction of the interpretation signage

and good animal husbandry. Suggestions were made about improving the planting around the duck pond and reducing the risk of foxes entering the area. Improvements have been made over the last 24 months to reduce the risk of foxes entering the enclosure. We suffered the loss of a chicken over the summer due to a fox.

24. As part of the Departmental Sustainability Audit, the park submitted an assessment which was recently verified by an Open Spaces colleague from another division. Achievements include the addition of rain water butts in the yard to assist with washing down machinery or watering the hanging baskets via the bowser. A pedal assisted bike been purchased to assist in the reduction of vehicle usage between the Park and Hampstead Heath.
25. The park had three work experience pupils from the Queen's Park Community School in July. They worked in the farm and in the garden under the guidance of park staff. Letters of appreciation were received from the pupils involved.
26. No serious incidents, accidents or near misses have been reported since the meeting in June 2012.

Visitors and Community

27. The planned roadshow events where staff will engage with users about byelaws and responsible use of the park will be scheduled in spring and summer 2013. Hampstead Heath Constables will be used to support these events. These events did not take place in 2012 due to limitations on available staff resources.
28. In August 2012, the Hampstead Heath Education Team attended the park and delivered free family events. Over 1,300 children and adults attended the events. Similar events in August 2013 will be planned by the Education Team.
29. The park continues to hire the Bandstand for celebrations; this has generated an income of £1,200.
30. Use of the park for filming and professional photography has generated an income of £1,300.

Corporate & Strategic Implications

31. The management and provision of Queen's Park provides a vital retreat, enabling people to escape the daily pressures of living and working in London. The park fulfils many of the themes within the City's Community Strategy, but specifically providing "A World Class City which protects, promotes and enhances our environment". "A World Class City which is

vibrant and culturally rich”. “A World Class City which supports our communities”.

32. It will also help fulfil the Department’s Strategic Goals and Objectives 2 (Involve communities and partners in developing a sense of place through the care and management of our sites.) and 3 (Deliver sustainable working practices to promote the variety of life and protect the Open Spaces for the enjoyment of future generations).

Implications

33. There are no financial implications arising from this report, the operational requirements highlighted in the report will be met from the Superintendents’ local risk budget. There are no legal implications arising from this report.

Conclusion

34. It is acknowledged that Queen’s Park continues to be a popular open space within the community, serving a wide and diverse audience. The staff that work in the park take great pride in the service they provide to the community and are actively engaged in a number of initiatives to ensure that the management of the site is sustainable and operates within the financial limits set down by the City Corporation.
35. The City of London Open Spaces Department, Queen’s Park and its staff continue to provide a range of high quality facilities and attractions for visitors to enjoy.

Contact:

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Committee(s):	Date(s):
Queen's Park Joint Consultative Group	21 st November 2012
Subject: Conservation Management Plan Update - Queen's Park	Public
Report of: Superintendent Hampstead Heath	For Information
<u>Summary</u>	
<p>This report provides an update on the Conservation Management Plan (CMP) project in Queen's Park.</p>	
Recommendations	
<p>That the members of Queen's Park Joint Consultative Group note this report.</p>	

Main Report

Background

1. A CMP sets out clear aims and objectives for sustaining the heritage significance of Queen's Park, and provides a framework for informing future project proposals and funding/Green Heritage Site status applications. The CMP will define the long term maintenance and management strategy for the park and identify maintenance and management costs.
2. A brief was prepared and the services of a consultant, Chris Blandford Associates (CBA), obtained following a tender process.
3. CBA have previously been engaged in similar CMP projects within the UK including Gunnersbury Park, Raphael Park and Kew Gardens.

Current Position

4. Currently CBA are reviewing existing documents and collating mapping data and existing digital data of the park.
5. The CMP will focus on future management, maintenance, policies and development in relation to the following key themes: Heritage, Natural environment, Community, Recreation and Built Environment & Infrastructure
6. To date, site visits have taken place and a habit survey has been conducted along with a condition survey of properties and facilities in the park

including the Bandstand, Lych Gate and staff areas. This information will be fed back in to the CMP process.

7. CBA understands the need for them to develop an understanding of the park, its history and how it has developed over time, the key features, habitats and species that can be found there today and their condition, its management and its use by visitors/community groups.
8. The next stage of the process will be consultation and engagement with focus group workshops; here the development of a 'Statement of Significance' will be developed. Development of the Statement of Significance would be informed by consultation with the focus groups. It is planned that each focus group attends a half day workshop facilitated by CBA to identify what makes Queen's Park significant in relation to their topic area. Each group would subsequently be able to draft a section on their topic for the statement of significance. Further consultation with the focus groups will focus on developing a set of overriding objectives, essential actions and aspirational goals for each of the topic areas/themes.
9. Two dates have been scheduled in mid November and early December to meet and consult with the focus groups. The City are grateful to a range of organisations and individuals that have agreed to attend these focus groups. Appendix 1 gives a list of representatives.

Corporate & Strategic Implications

10. The management and provision of Queen's Park provides a vital retreat, enabling people to escape the daily pressures of living and working in London. The park fulfils many of the themes within the City's Community Strategy, but specifically providing "A World Class City which protects, promotes and enhances our environment". "A World Class City which is vibrant and culturally rich". "A World Class City which supports our communities".
11. It will also help fulfil the Department's Strategic Goals and Objectives 2 (Involve communities and partners in developing a sense of place through the care and management of our sites.) and 3 (Deliver sustainable working practices to promote the variety of life and protect the Open Spaces for the enjoyment of future generations).

Implications

12. There are no financial implications arising from this report, the operational requirements highlighted in the report will be met from the Superintendents' local risk budget. There are no legal implications arising from this report.

Conclusion

13. Submission of the draft CMP is scheduled for February 2013 with a final draft submission in April 2013.

Background Papers:

Update Queen's Park Conservation Management Plan – June 2011

Contact:

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Appendix 1

Representatives for Focus Groups

Queen's Park Area Residents' Ass – 2 representatives for Community and Ecology

Aylestone Park Residents and Tenants ass – 1 representative for Community Sport– 2 representatives for Sport and Recreation

Café – 1 representative for Community

Police – 1 representative for Safety

Transition Town – 2 representatives for Environment

Islamia School – 1 representative for Access and Inclusion

Kilburn History– 1 representative for Historical

SNT Panel Member – 1 representative for Safety

Local Resident – 1 representative for Access and Inclusion

Local Schools – 1 representative for Access and Inclusion

Local Resident – 1 representative for Ecology and Wildlife

Local Resident – 1 representative for Access and Inclusion

Local Resident – 1 representative for Historical

Local Resident – 1 representative for Environment

Local Resident – 1 representative for Access and Inclusion

Brent Council – 1 representative

Hampstead Heath Technical Staff – 3 representatives for Ecology, Arboriculture and Communication

Park Staff – 3 representatives

Committee(s):	Date(s):
Queen's Park Joint Consultative Group	21 st November 2012
Subject: Play Area Refurbishment Update - Queen's Park	Public
Report of: Superintendent Hampstead Heath	For Information

Summary

This report provides an update on the Play Area Refurbishment in Queen's Park.

Recommendations

That the members of Queen's Park Joint Consultative Group note this report.

Main Report

Background

1. Queen's Park play area continues to be a highly used and popular facility within the park. October 2011 – September 2012 saw 197,022 visits to the play area.
2. Planning approval was granted in June 2011 enabling the City Corporation to proceed with the redevelopment of the play area.
3. Three items of play equipment were purchased in the financial years 2010/11 and 2011/12. These were; a Timberwood Tangle, Cable Runway and a Pyramid Tower and Slide.



Photograph of Timberwood Tangle

Current Position

4. The three items of play equipment have been well used and have attracted a lot of positive feedback from users.
5. There is still some work to be carried out in phase one of the development, this includes the installation of grass reinforcement mesh on the cable runway mounds. This work will be carried out over the coming winter months.
6. Volunteers from the Queen's Park Area Residents Association (QPARA) have supported park staff with road shows promoting the redevelopment project and producing a mailing list and contact details of a group of interested parties who are able to assist in kind with volunteer working or support fundraising activities.
7. In June 2012 a small group met and developed a 'Terms of Reference' (see appendices). These terms have been shared amongst those individuals who have expressed an interest in updates on progress of the redevelopment. No objections were received to these 'Terms of Reference'.
8. A meeting is planned to take place in the second half of November 2012, the purpose of this meeting will be to discuss a number of points including the development of an action plan, develop a fund raising strategy, development of a communications strategy to maintain and promote interest and enthusiasm in the redevelopment project.
9. Kensal to Kilburn Transition Towns (KKTT) have already pledged support with the planting of whips in the play area against the fenceline to soften the perimeter. These whips have been supplied free of charge to KKTT by the Woodlands Trust.
10. Councillor James Denselow has been supportive in the park receiving a Ward Working Fund donation of £10,000 from the London Borough of Brent. It has been agreed that this will be matched funded by the City of London Corporation from the Queen's Park, local risk budget. This £20,000 will be used to purchase play equipment in the second phase of the project.
11. Other donations have been already been received from QPARA and a member of the local community.
12. Volunteers staffed a stall at the Queen's Park Day event in September and a number of pledges of support and donations were received. The stall was there to promote interest and gain further support and provide updates on the project.

13. It is evident that there is still some work to be done in order to raise much needed funding to continue with this development and the support of the community is key in progressing this project further forward. Table one below shows the implementation costs of the second phase.

Corporate & Strategic Implications

14. The management and provision of Queen's Park provides a vital retreat, enabling people to escape the daily pressures of living and working in London. The park fulfils many of the themes within the City's Community Strategy, but specifically providing "A World Class City which protects, promotes and enhances our environment". "A World Class City which is vibrant and culturally rich". "A World Class City which supports our communities".
15. It will also help fulfil the Department's Strategic Goals and Objectives 1 (Provide safe, secure and accessible Open Spaces and services for the benefit of London and the Nation) and 2 (Involve communities and partners in developing a sense of place through the care and management of our sites).

Implications

16. There are no financial implications arising from this report, the operational requirements highlighted in the report will be met from the Superintendents' local risk budget. There are no legal implications arising from this report.
17. Estimated costs for implementing the Master-plan (2011) have been prepared by Land Use Consultants; a summary of the main figures for phase two is shown below.

Table 1: Implementation costs of Playground Master-Plan (2011) - Phase 2

Yr 2	DESCRIPTION	TOTAL COST (£)
1.00	Excavating and Filling, Removal	
	Preparatory Works (allowance for demolition / site clearance)	£ 23,239.00
2.00	External Works	
	Play Bark, Metal edging, tarmac, gravel path, willow walls, Cornish hedge wall, shrub planting, hedge planting, supply and install of boulders	£ 53,512.00
3.00	PLAYGROUND EQUIPMENT	
	supply and install of large cradle nest swing, hexagonal swing with 6 tyres and rotating disc	£ 20,696.00
	Sub-Total	£ 97,447.00
4.00	Preliminaries and Overheads	£ 16,565.99
	Contingency @ 15%	£ 17,101.95
	Inflation @5%	£ 6,555.75
	Prices Exclude VAT.	
	TOTAL PHASE TWO	£ 137,670.69

Conclusion

18. Further funding applications will need to be made in order to raise income to implement the remaining two phases of the design.

Background Papers:

Update on proposals for refurbishment of Queen's Park Play Area - June 2011

Appendices

Queen's Park Play Area Redevelopment Terms of Reference

Contact:

Richard Gentry | richard.gentry@cityoflondon.gov.uk | 020 8969 5661

Appendices:

Queen's Park – City of London Playground Redevelopment Committee (QPPRC) Terms of Reference – June 2012

In attendance:

The aim of the committee is to provide a focus to drive the playground redevelopment. The projected full cost of the project is £370K.

This is a three phase project with phase one already underway. So far the funding for the first phase has been supported by The City of London with funding and staff, Queen's Park Area Residents Association (QPARA) and a very generous local resident.

Within the group there is a need to identify interested parties who are willing to lead a working group on the following three areas;

1. Fundraising ideas and initiatives
2. Volunteering labour
3. Promoting local support

The legacy of the redevelopment will be far reaching, not only will there be a fantastic new play space for all children, the group will develop a resource of local people willing to support the park through times of austerity.

Goals

- To raise funds for the redevelopment and purchase of new play equipment
- Maintain a high profile of the project
- Develop an 'Action Plan' to promote the group to local stakeholders
- Develop local partnerships with schools, business and user groups
- To support the redevelopment of the Queen's Park Play Area
- City of London Corporation (CoLC) to repair existing equipment until new installation
- Supply DDA equipment suitable for use by disabled of all ages
- Review gating of the play area if necessary
- To recommend a plan of action to the Queen's Park Joint Consultative Group
- Co-ordinate the local community in volunteering

Resources/ Budget

- Funds will be raised by grant applications and fund raising activities
- The budget for the redevelopment of the play area will be managed by CoLC
- Some funding from City of London Local Risk Budget may be available for expenditure on the project
- Develop online donations through CoLC website
- Applications to organisations and financing bodies to be made by the committee and CoLC

- All finance to be made known to the Chair. All funds will be held by CoLC and will be audited as with other Council finances
- Enthusiastic and self-nominating committee from the community with CoLC support
- Support from the Local Community and interested parties
- Support from organisations that care for children in the community
- Support from local disability organisations
- Attend community events e.g. Open Gardens, Book Festival, Queen's Park Day

Scope

Bounds of responsibility

- This committee will report quarterly to local residents groups and interested parties and twice a year to the Queen's Park Joint Consultative Group
- Committee meetings will be held quarterly to comment on and plan future stages
- Safety organisations (e.g. ROSPA) will ensure equipment is safe for use after installation
- Local householders' interests and concerns will be taken into account

Timeline

- 2012/13, an application for the completion of Phase 1. to the majority funder to be submitted within three months
- Phase 2. the majority of the fundraising applications will be completed during 2012/13. In the event that sufficient funds are not forthcoming the committee will review the timelines and agree revised terms of reference
- Each phase of the project should be completed within 12 months from the granting of the majority of the funding or as specified as part of the granting of funding
- There may be small items which may be added after the main refurbishment as and when finances become available

Communication

- The CoLC is integral to the project and will have a regular update on the progress of the project
- Regular updates will be provided to local media and via social media (newsletters, websites, press, blog sites etc.)